



CITY OF ATLANTA

KASIM REED
MAYOR

55 TRINITY AVENUE, S.W.
ATLANTA, GEORGIA 30303-0300
TEL (404) 330-6100

April 18, 2011

The Honorable Ceasar Mitchell, President and
Members of the Atlanta City Council
55 Trinity Avenue SW
Atlanta, Georgia 30303

Dear President Mitchell and Members of Council:

It is my pleasure to appoint Jo Ann J. Macrina, PE to serve as Commissioner of the Department of Watershed Management for the City of Atlanta. This appointment will be effective upon City Council confirmation.

Jo Ann J. Macrina, a registered professional civil engineer, is a key member of the leadership team for the DeKalb County Department of Watershed Management; serving as Deputy Director of the Watershed Protection Division. She is a results driven individual with over a twenty year career distinguished by an outstanding record. Her ability to blend civil engineering expertise with effective public management makes her a superb candidate to handle the challenges associated with spearheading our Watershed Management department. Her strong focus on public service and setting reasonable levels of service expectations partnered with her commitment to employee development will cultivate accountability and safety within the department. Possessing municipal and technical management skills that include short and long term strategic planning, budget operation, local and regional planning, and capital improvement program management and design are assets supportive to accomplishing the directives and goals of the department.

Ms. Macrina earned a M.P.A in Public Administration from the University of South Florida and a B.S. in Civil Engineering from the University of Texas. She has Professional Engineer designation in the states of Georgia and Florida.

Jo Ann J. Macrina's experience and training make her an exceptionally qualified individual to serve as Commissioner of the Department of Watershed Management. Therefore, I submit her name to you and respectfully urge your confirmation of her appointment.

Sincerely,

Kasim Reed

OFFICE OF THE MAYOR



CABINET NOMINEE PACKAGE

Nominee: Jo Ann J. Macrina

Commissioner, Watershed Management

April 18, 2011

Presented By: The Honorable Kasim Reed

Mayor, City of Atlanta

Submitted To: The Honorable Ceasar Mitchell

President, Atlanta City Council & Members of Council

Watershed Management

- Ensure professional stewardship of Atlanta's drinking water, wastewater and stormwater systems
- Deliver excellent customer service
- Invest in the development of a motivated, skilled and empowered workforce
- Protect the present and enhance the future of the region's water resources and public health
- Improve the environment while supporting economic development

The Department of Watershed Management is dedicated to providing the highest quality drinking water and wastewater services to residential, businesses and wholesale customers at the lowest possible cost, while protecting urban waterways, conserving natural resources, and providing clean, safe water for downstream customers. It is currently midway into the \$4 billion Clean Water Atlanta Program, a complete overhaul of the City's water and sewer infrastructure.

The Department is comprised of the Commissioner's Office and six major bureaus:

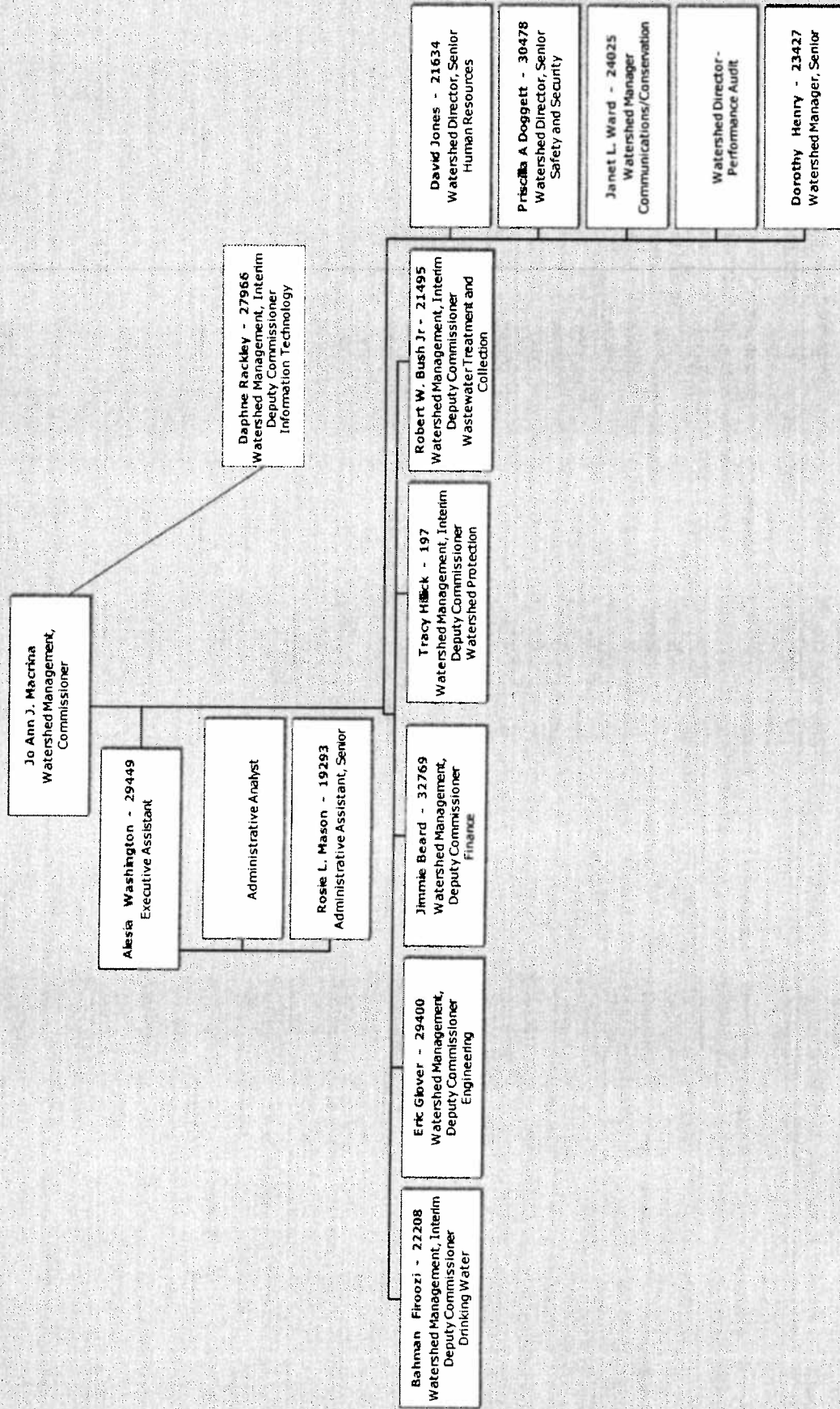
- **Office of Strategic Planning and Oversight** has responsibility for strategic planning and oversight for the long-term development and operation of drinking water treatment and distribution, wastewater collection and treatment services, and stormwater management. The office, under Commissioner Robert Hunter, ensures that the City complies with all federal and state regulations regarding water resource management; identifies potential environmental issues and develops strategies to effectively respond; ensures the City is aware of proposed environmental standards, trends and technologies; and that it provides engineering reviews and design and construction management services on capital improvement projects.
- **Utility Bureau** reflects the convergence of the two largest bureaus – Wastewater Treatment and Collection and Drinking Water – into one utility operating Bureau. Under Deputy Commissioner David St. Pierre, the Bureau oversees all aspects of the drinking water system, including raw water supply, treatment, distribution and water quality compliance and is responsible for the management, operation and maintenance of the City's four wastewater treatment plants, four combined sewer overflow treatment facilities, 16 pump stations and the City's more than 1,500 miles of sanitary and combined sewers. A main focus of the bureau will be the rapid delivery of customer service to all constituents and customers of the City of Atlanta.

- **Capital Improvement Bureau**, under Deputy Commissioner Chris Hebbard, is responsible for overall management of the Department's capital improvement program, including design and construction projects to comply with the City's Consent Decrees and Administrative Orders, as well as other improvements to the City's drinking water and wastewater systems. The Bureau provides design services and consultant/project management services, and is responsible for controlling construction costs and quality.
- **Financial Management Bureau**, led by acting Deputy Commissioner Angelo Veney, provides centralized financial and administrative support to the Department. The Bureau is responsible for preparing, evaluating and monitoring the Department's budget, including monthly reporting on actual-to-budgeted revenues and expenses. The Bureau also performs long-term financial planning for Watershed Management. It also provides support for the department's capital financing program, including coordination with the City's Finance Department for issuance of revenue bonds, tax-exempt commercial paper, and loans with the Georgia Environmental Facilities Authority (GEFA). In addition, the Bureau conducts various financial, operational, regulatory, and compliance audit reviews and examinations for the Department and is responsible for daily accounts payable, accounts receivable, collections and monitoring the overall financial condition of the Department of Watershed Management.
- **Business Systems Bureau** provides leadership, coordination and oversight of the business systems used within the department to ensure delivery of services. In addition to managing the department's legislative process, it has principal responsibility for the inter-jurisdictional relationships with the 10 city and county governments to which the Department provides water and/or sewer services. Led by Deputy Commissioner Sheila Pierce, the Bureau oversees all public outreach and public participation programs, and exercises responsibility for the Department's procurement and contracting activities and its external communications, including media-related functions.
- **Stormwater Management Bureau** has responsibility for the City's grease management, green space protection, stream bank stabilization, flood prevention, erosion control, land development regulation and site development plan review programs. Led by Deputy Commissioner Sally Mills, it is currently overseeing development of a stormwater utility.
- **Information Technology Bureau** headed by Deputy Commissioner Debra Henson, oversees performance management and provides technology services (computer hardware, software, web-based applications) to the Department. Additionally, the program performance has responsibility for implementation of the Department's geographic information systems (GIS), computer-aided design (CAD) functions, and interacts with the City's Information Technology group.



Department of Watershed Management

Commissioner's Office



| Performance Measure | 2009 Actual | 2010 Target | 2011 Proposed Target |
|---|------------------------|------------------------|-------------------------------------|
| Drinking Water Regulatory Permit Compliance | 100% | 100% | 100% |
| Wastewater National Pollutant Discharge Elimination System (NPDES) Permit Compliance | 100% | 100% | 100% |
| Total Street Storm drains Cleaned | 11,526 | 6,600 | 6,600 |
| % of Residential Meter installation Completed in 45 days | 74% | 90% | 90% |
| % of Meter Leak Work Orders Completed within 7 days (Monthly) | 77% | 90% | 90% |
| % of Fire Hydrants in Service (Monthly) | 99.70% | 99.90% | 99.90% |
| % of Wastewater Customer Service Requests Completed On-schedule | | | |
| Call Center Response Time: Answer 80% of call in 2 minutes (Monthly) | 73% | 80% | 80% |
| Collect 98.5% of Current Billings per Month (12 Month Rolling Average) | 97.70% | 98.50% | 98.50% |

Recovery actions from the September 2009 flood that left the R.M. Clayton Water Reclamation Center under 12 feet of water. Untreated wastewater flows were returned through the plant within 30 hours. The quick, initial repair earned praise from environmental organizations, local government officials and downstream communities.

Completing AMR installation and retrofit of all 160,000 water meters.

Completion of program results in annual savings of nearly \$1,000,000 for contract meter readers to manually read meters monthly.

Issued \$449 million Series 2009B Water and Wastewater Revenue Bonds to provide resource for the refunding of the Series 2001B and 2001C Water and Wastewater Bonds.

Automated customer service field work orders reducing the time it takes to respond to customer billing matters

DWM lowered recordable occupational injuries by 75%.

Wastewater Consent Decree work included the sewer evaluation (SSES) of a cumulative 86% of the 1,582 mile system and rehabilitation of a cumulative 66% of the 521 miles of sewer projected to require rehabilitation. (March 25, 2010)

Received national and state awards for the department (AMWA Platinum Award for Utility Excellence), the drinking water plants (GAWP Platinum & Gold Awards), the wastewater plants (NACWA Platinum & GAWP Gold Awards) and the customer call center.(Center of Excellence Certification)

Upgraded Web Connect- Provides the Customer with more Billing information and new features such as the ability to pay multiple accounts at one time and schedule payments.

Automated Refund Process – Reduces the length of time for customers to receive refunds.

Value engineered EPD required floodplain mapping requirement - saving \$2.78 million
35,000 handwritten inspection reports replaced with digital records by implementing wireless mobile operations for Erosion Control and Stormwater Compliance.
Stormwater Utility due diligence completed
Saved more than 12 million gallons of water through facilitation of toilet replacement program
Office of Water Efficiency named Project WET "Water Educators of the Year" by State DNR
Completed first year of the Valve & Hydrant Program to assess, repair and/or replace the 24,000 hydrants and the 72,000 valves in the City's drinking water system.

Maintain compliance with all permits, Consent Decrees & Metro District requirements
Continued progress toward completion of the First Amended Consent Decree, including projects such as sewer evaluation and rehabilitation and capacity relief.
Development of a Project Management Office promoting effective planning, execution and control of Watershed Capital Projects.
Commencement of drinking water Leak Detection Program and completion of Valve and Hydrant Program
Commissioning of drinking water Hemphill Pump Station
Consolidation of drinking water distribution work orders on Hansen system and coordination with Customer Service
Implement a series of billing system features including Budget Billing (customer pays a set amount each month bills based on prior billing history), Master Billing (consolidates all monthly bills into one statement with separate totals for each service address), and addition on-line service request features including disconnect service, transfer service, and change of mailing address
Reorganize the Bureau of Financial Administration to support more effective utility financial management
Restructure the Procurement Process in collaboration with DOL and DOP to reduce contract timeline and finalize Electronic Signature Routing program for executing contracts
Train and transition inspectors from inspecting water meters to repairing and replacing broken or malfunctioning meters
Restructure Customer Service operation to reduce response time with outcome-based system
Launch toilet rebate program for multi-family complexes (108,000 apartment and condos built prior to the 1992 enactment of current water efficiency standards).

Watershed Management, Commissioner

Class Code:
312261

CITY OF ATLANTA
Revision Date: Jun 2, 2006

SALARY RANGE

\$73.74 - \$115.22 Hourly
\$5,899.46 - \$9,217.92 Biweekly
\$12,782.17 - \$19,972.17 Monthly
\$153,386.00 - \$239,666.00 Annually

PURPOSE OF CLASSIFICATION:

The purpose of this job is to provide leadership and set the strategic direction for the Department of Watershed Management. Duties include, but are not limited to supervising staff; directing activities; setting policy for department operations; developing goals and strategies; meeting with community and civic leaders; and performing additional tasks as assigned by the Mayor.

Essential Duties and Responsibilities

The following duties are normal for this job. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

Work Delegation:

Supervises and evaluates assigned staff, handling all employee concerns, directing work assignments, counseling and disciplining employees when necessary, and completing employee performance appraisals.

Planning and Organizing:

Plans and oversees the strategic direction for the operations of water purification and distribution, wastewater service, sewer operations, and storm water engineering.

Ensures that the City complies with all federal and state regulations regarding water management.

Identifies potential environmental issues and develops strategies to effectively respond.

Ensures the City is aware of proposed environmental standards, trends and technologies.

Provides engineering reviews and design and construction management services on capital improvement projects.

Organizes and prioritizes daily work assignments; works to meet the goals and objectives of the department.

Develop and implement policies and procedures.

Serves on various committees.

Fiscal Responsibility:

Develops and prioritizes budgetary functions, including reviewing and adjusting.

Confers with suppliers and sellers and places orders for equipment, materials and supplies.

Communication:

Communicates orally and in writing with the Mayor, City officials, State officials, department personnel, and other professionals.

Offers advice and counsel to the Mayor, City Council members, staff, and private agencies.

Employee Development:

Instructs and counsels staff in coordinating activities, planning work of others and long-term operations.

Responds and corrects situations that arise in regard to employee problems.

Interpersonal Relations:

Deals effectively with all personnel within the Department of Watershed Management.

Presents and maintains a professional demeanor in regard to relations with other departments, Council members and private citizens.

Marginal Job Functions:

Performs other related duties as required.

Knowledge of Job

Knowledge of human resources management and financial practices, policies, and procedures as necessary in the completion of daily responsibilities. Ability to develop and administer policies, procedures, plans and activities and to monitor performance of subordinates against measured established goals. Ability to develop and administer operations, staff plans, and objectives of the department. Ability to develop and implement long-term goals for the department. Knowledge of all applicable laws, ordinances, policies, standards and regulations pertaining to the specific duties and responsibilities of the job. Ability to keep abreast of any changes in policy, methods, operations, budgetary, and equipment needs of the department. Ability to communicate and interact with employees, members of the general public, and all other groups involved in the activities of the department. Ability to assemble information and make written reports and documents. Have good organizational, management, human relations, and technical skills. Ability to use independent judgment and discretion in managing subordinates including the handling of emergency situations, determining and deciding upon procedures to be implemented,

setting priorities, maintaining standards, and resolving problems.

Ability to comprehend, interpret, and apply regulations, procedures, and related information. Ability to perform the mathematical calculations required by the job. Knowledge of and skill in the use of computers. Ability to read, understand, and interpret personnel reports, financial reports, and related materials. Knowledge of and experience in engineering problem solving and management including, but not limited to, design, engineering maintenance, design supervision, project management, construction management, and/or program management.

MINIMUM QUALIFICATIONS:

Bachelor's degree and one year of graduate study in Engineering or Business/Public Administration; three years of supervisory experience in a public or private agency, and five years of senior level, supervisory experience in at least one or combination of the following fields: water purification and distribution; wastewater services; sewer operations; and storm water engineering. Such experience may be in either private employment or previous government employment; or any equivalent combination of education, training, and experience that provides the requisite knowledge, skills and abilities for this job.

- Results driven with a 20+-year career distinguished by an outstanding record of results
- Record of success from business development in the private sector to increased productivity in the public sector
- Blends civil engineering expertise with effective public management
- Peer awards include "Civil Engineer of the Year" 2006 by American Society of Civil Engineers, Georgia Section
- Strong focus on public service and setting reasonable levels of service expectations
- ~~Excels in implementation requiring coordination and consensus building with multiple counties, cities, federal, state, and regional agencies that integrate major water initiatives~~
- History of developing and promoting staff at all levels including professionals, crews, supervisors, and inspectors
- Supports sharing information; presented and authored more than 30 technical papers in water resources

EDUCATION AND LICENSES

M.P.A. Public Administration, University of South Florida
B.S., Civil Engineering, University of Texas
PE in Georgia No. 30652
PE in Florida No. 45304

AFFILIATIONS

President 2010-2011 American Society of Civil Engineers (ASCE) Georgia Section (2700 members in Georgia)
Governor Perdue's Stakeholder Advisory Board Member for Erosion and Sedimentation Control (2004-present)
Chattahoochee River Basin Advisory Council Member June 2009 – June 2011
President-Elect ASCE 2009-2010, Vice President ASCE 2008-2009,
Director of Technical Groups ASCE 2006-2008, Chair Environmental & Water Resources Group ASCE 2004-2006
President American Water Resources Association (AWRA) Georgia Chapter 2002-2004
Board of Directors Georgia Water & Pollution Control Association 2002-2004
Gwinnett-Fulton County Junior League Member (volunteer civic organization)

PROFESSIONAL EXPERIENCE

DeKalb County, Georgia

2008 to Present

Department of Watershed Management

Deputy Director, Watershed Protection Division

- Organized and defined scope, staffing, and budget of newest division in department with emphasis on safety, ethics, and accountability
- Responsible for water supply, wastewater, and stormwater planning, regulatory compliance, watershed restoration, and natural resources improvement
- Responsible for staff performance; included engineers, technicians, supervisors, inspectors, and administrative staff
- Developed five-year CIP, strategic plans, operating budget, training materials, SOPs, RFPs, contracts

- Led long-range local and regional planning programs including NPDES, TMDL Implementation, Watershed Protection, Spill Response, FOG Management, water quality monitoring, Stormwater Management, Water Reuse, Water Conservation, etc.
- Successfully managed challenging personnel issues while achieving compliance and planning goals

City of Roswell, Georgia

2007 to 2008

Department of Transportation

Deputy Director, Department of Transportation

- Instrumental in building positive relationships with agencies, e.g. GDOT
- Moved many lagging projects forward through design and construction
- Responsible for entire 60+ staff that included engineers, technicians, division managers, supervisors, field crew, and administrative staff including evaluation, recruitment, training, and career development of staff
- Oversaw technical operation of four divisions: program and planning, capital improvement program and design, traffic management, and construction
- Responsible for planning, preparing, and expending annual operating and capital budgets
- Prepared strategic plans, set department goals and action plans, city council agenda items and presentation of items for approval, and set policy

Manhard Consulting, Inc., Smyrna, Georgia

2003 to 2006

Civil Engineering Consulting Firm

Southeast Regional Water Resources Director

- Responsible for business development of new Atlanta office for Chicago-based firm and served as Client Services Manager
- Within 18 months, established presence for company and awarded several key multi-year water resources projects
- Within 24 months, increased presence that allowed office to successfully compete with large, national firms
- Provided leadership and direction to technical staff of engineers and scientists
- Obtained federal and state 319(h) grants for cities and counties including millions of dollars in FEMA grants for acquisition of floodprone structures

Jordan Jones & Goulding, Norcross, Georgia

2001 to 2003

Civil Engineering Consulting Firm

Discipline Director, Water Resources (perform duties in conjunction with Department Manager position below)

- Responsible for business development for Water Resources in Atlanta and assisted satellite offices
- Responsible for technical resource development in Water Resources for firm
- Responsible for technical QA/QC of all Water Resources projects for firm.
- Responsible for growth and development of technical disciplines, included development of design processes, review procedures, and deliverable production

Department Manager, Water Resources

- Within 18 months, expanded Water Resources team in Atlanta from five to 18 staff with backlog of work

- Developed team of water resources staff in Atlanta office, including engineers, scientists, GIS analysts, and public outreach specialists on variety of water, wastewater, and stormwater projects, environmental compliance, studies
- Developed technical tools to support projects and client needs
- Reviewed and approved all technical documents and project deliverables and tracked schedules and budgets
- Personnel management included hiring, directing, evaluating performance, career guidance, team building, project assignment
- Performed strategic planning for water resources department including revenues, recurring and non-recurring department budget planning, resource and workload allocation, and growth projections

Parsons Engineering Science, Norcross, Georgia

1999 to 2001

Civil Engineering Consulting Firm

Group Manager, Water Resources

- Started as Senior Project Manager; promoted to Group Manager of Water Resources within five months
- Responsible for business development for Water Resources in Atlanta and other offices
- Managed and directed a group of engineers, scientists, and GIS analysts responsible for large water resources projects, public outreach plans, program financing strategies, etc.
- Responsible for Water Resources Group project performance including deliverables, schedules, and budgets
- Personnel management included hiring, directing, evaluating performance, career guidance, team building, project assignment
- Managed large technical projects

Southwest Florida Water Management District, Tampa, Florida

1988 to 1999

Regional Agency overseeing water resources of 16 counties

Project Manager

- Prepared interagency agreements, MOUs, vendor contracts, scopes of work, RFPs
- Implemented large comprehensive watershed management plan, e.g. spanning 1,180 square miles with four counties and 26 cities
- Designed and constructed several of the first multi-use BMPs in southwest Florida
- Integrated four major initiatives: water supply, flood protection, water quality, and natural systems.
- Received various awards including three *Environmental Excellence Awards*, two *Future of the Region Awards*, and one *Community Design Award*
- Organized and conducted numerous Public Workshops, Public Hearings, Technical Advisory Committee meetings, multi-agency meetings, project dedications for the public and public officials, teacher and public education, school projects, community relations, and field trips to regional projects for USEPA, NRCS, state officials as well as local officials and educators.
- Co-authored teacher's manual on stormwater and created educational signs for several on-site projects
- Successful in obtaining federal and state grants including 319(h) and 104(b)(3) grants

City of Atlanta Government Estimate of Total Compensation Package

NAME: Jo Ann J. Macrina

POSITION: Watershed Management, Commissioner

This personalized sheet will provide you with valuable information about your *TOTAL COMPENSATION* package. The figures listed below represent the dollar value of your direct and indirect compensation for one year. This document is only an *estimate* of your total annual compensation based on the proposed salary.

What is your Total Compensation?

Your *Total Compensation* is more than the salary you see reported on your W-2 each year. The City of Atlanta also makes payments toward benefits, goods and services for you as an employee. Together, your salary and indirect compensation make up your *Total Compensation package*.

Your Proposed Salary, Annualized:

\$155,000

You are eligible for 9 paid holidays annually. Your salary includes the value of those holidays. The *estimated* annual value of holiday pay is 9 times your daily rate of ~~\$596~~ or **\$5,364**. Your daily rate is calculated by dividing the proposed annual salary by 260 (actual work days in a calendar year). Your salary also includes the value of your annual leave and sick leave. City employees accrue a minimum total of 12 days of annual and 13 days sick leave each year. Therefore, the *estimated* value of your annual leave is **\$7,152**. The *estimated* value of your sick leave is **\$7,748**.

Your Relocation Benefit:

N/A

The City of Atlanta will assist you with relocation expenses to Atlanta. Qualified candidates are eligible for payment of expenses up to 10% of the maximum authorized salary. (Invoices are required to qualify for this benefit.) This benefit covers housing and moving costs directly attributable to your relocation.

Your Defined Contribution Pension Plan:

\$9,300

Each payday the City of Atlanta contributes toward your future retirement through a city-sponsored pension program. You also make a contribution to this fund. The City of Atlanta currently matches your 6% pension contribution with an additional 6%. The City's approximate annual contribution, based on your *estimated* annual salary, is valued at **\$9,300**.

Your Health Care and Dental Care Benefits:

\$4,254

Eligibility for **health care benefits** is one of the most valued employer-provided benefits. The City health care plans include a POS and HMO. The City pays 70% of the insurance premium of the health plan selected, which ranges from **\$4,025** annually for an employee and up to **\$13,285** for an employee and family. The employee contribution depends on the health care plan and level of coverage selected. (**Special Note:** The city contribution towards insurance coverage begins on the 91st day of employment.)

Dental Insurance is an additional optional benefit. The City pays an amount equal to 70% of the insurance premium, which ranges from **\$229** annually for an employee up to **\$771** for an employee and family. The employee contribution depends on the dental care plan and level of coverage selected.

* This amount is based on the City's contribution to the POS plan for employee only.

City of Atlanta Government
Estimate of Total Compensation Package
Jo Ann J. Macrina, Watershed Management, Commissioner
Page 2

Your Life Insurance: **\$21**

The minimum amount of life insurance coverage is one times your base salary. The City of Atlanta pays for the first \$10,000 in basic life insurance, at **\$21** per employee per year. If you choose this option, you may also enroll in the voluntary supplemental plan and increase your life insurance coverage, in increments of \$10,000, up to three times your annual salary and cannot exceed \$250,000.

Your Medicare Coverage: **\$2,248**

Medicare: Since 1986, the City of Atlanta has participated in the Federal Medicare retirement health care program. The City matches your contribution of 1.45% of your *estimated* annual salary. Your *estimated* Medicare benefit is **\$2,248** annually.

Your Other Benefits: **\$1,800**

Blackberry Cellular Telephone Service: Blackberry cellular telephone service is included in this package. The City of Atlanta pays for all "official" calls. The *estimated* average annual value of this service is **\$1,200**.

Supplemental Flexible Benefits Plan:

Under this plan, you can use pre-tax dollars to pay for several different insurance and benefits programs. You may elect up to **\$5,000** per year for dependent care reimbursement and up to **\$2,500** per year for unreimbursed medical expenses. The following supplemental insurance plans are available: cancer coverage, hospital intensive care, hospital indemnity, accidental/disability, and personal short-term disability.

Deferred Compensation Plan: The City of Atlanta provides a "tax deferred" compensation plan, offering a choice of three companies for investment of tax-deferred earnings. An employee may contribute up to **\$16,500** annually to this plan (or **\$22,000** for employees aged 50 or older or **\$33,000** if employee plans to retire in 3 years.).

Atlanta City Employee Credit Union: The City of Atlanta provides employees with credit union services.

Savings Bond: You may purchase United States savings bonds through our payroll deduction plan.

Parking: The City of Atlanta provides parking at a discounted rate of \$35/ per month in a secure parking lot conveniently located to city hall. The rate for non City of Atlanta employees is \$85 mo/\$1020 yr, saving you **\$50 mo/\$600** annually.

Total Estimated Compensation Package **\$172,623**

When you add it up, your salary is only a part of your overall total compensation package. The value of your *estimated* total compensation package is **\$172,623** annually.

This offer is contingent upon a satisfactory background evaluation and assessment.

Signature

Date Accepted



CITY OF ATLANTA

KASIM REED
MAYOR

68 MITCHELL STREET, S.W. • ATLANTA, GEORGIA 30303-0306
TEL: 404-330-6408 • FAX: 404-658-6635

DEPARTMENT OF HUMAN RESOURCES
SHERRI THOMPSON DICKERSON
COMMISSIONER

March 23, 2011

Jo Ann J. Macrina


Delivered by Electronic Mail to jomacrina@aol.com

Dear Ms. Macrina:

On behalf of the Reed Administration, congratulations on being selected as our **Commissioner of Watershed Management**. Please accept this letter as a formal offer for the position.

This position will have a bi-weekly salary of **\$5,961.54** which is **\$155,000** on an annualized basis. (See attached compensation package.) Your employment will begin **April 20, 2011**, contingent upon the successful completion of a background check and physical examination that includes a drug screening.


I look forward to you joining the City and bringing your knowledge and expertise to the Department of Watershed Management. Please feel free to call me if you require additional information or assistance during your transition.

If you accept this offer, please sign a copy of this letter and return the signed copy by fax or email to me by March 28, 2011.

Sincerely,

A handwritten signature in cursive script, reading "Sherri Thompson Dickerson".

Sherri Thompson Dickerson



Signature of Candidate

c: Peter Aman, COO



CITY OF ATLANTA

KASIM REED
MAYOR

R M CLAYTON, WRC
2440 BOLTON ROAD, NW
ATLANTA, GEORGIA 30318

OFFICE: (404) 350-4994
FAX: (404) 350-4922

DEPARTMENT OF
WATERSHED MANAGEMENT

DEXTER WHITE
ACTING COMMISSIONER

December 17, 2010

Environmental Protection Division
Water Protection Branch
Permitting, Compliance, & Enforcement Program
4220 International Parkway, Suite 101
Atlanta, Georgia 30354

Attn: Audra Dickson

RE: **NPDES Reports for West Area CSO WQCF (Permit No. GA0038644)**

Dear Ms. Dickson,

Transmitted herein are the November 2010 NPDES reports for the West Area WQCF DMR. If you have any questions, please call Chris Staud at (404) 886-7686.

Sincerely,

A handwritten signature in cursive script that reads "Christopher J. Staud".

Chris Staud, Engineer
Department of Watershed Management
City of Atlanta

PERMITTEE NAME AND ADDRESS (include Facility Name/Location if different)
 NAME West Area Water Quality Control Facility
 ADDRESS BUREAU OF POLLUTION CONTROL
 55 TRINITY AVENUE, SUITE 5800
 ATLANTA, GA 30335-0329

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
 COMBINED SEWER OVERFLOW MONITORING REPORT (CSOMR)

| | |
|-------------------|------------------|
| (2-16) | (17-18) |
| GA003644 | 010A |
| PERMIT NUMBER | DISCHARGE NUMBER |
| MONITORING PERIOD | |
| MO/DAY/YEAR | MO/DAY/YEAR |
| 11/1/2010 | 11/30/2010 |

| |
|---|
| MINOR MAJOR |
| 1 |
| TOTAL DISCHARGE EVENTS |
| Record number of discharges falling at least 50 minutes and preceded by 45 hours above last discharge |

NOTE: Read instructions before completing this form.

| 46529 | RAINFALL DATA, DAILY | Inches | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
|---|----------------------|--------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Record to the nearest 0.01 inch under the appropriate date. | | 0.00 | 0.00 | 0.36 | 0.14 | 0.04 | 0.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.02 | 1.36 | 0.04 |
| Circle the date for each discharge | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.12 | 0.00 | 0.01 | 0.10 | 0.00 | 0.00 | 0.00 | 0.27 | 1.43 | | |

NO DISCHARGE 1*

FECAL COLIFORM COUNTS PER DISCHARGE EVENT

| 74055 | FECAL COLIFORM PER DISCHARGE EVENT | DAY | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
|--|------------------------------------|-------|-------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|-------------|
| Record number of fecal coliform colonies per 100ml under appropriate date. Record time of sample collection. | | DAY | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 10 |
| | | Time: | 40 | | | | | | | | | | | | | | | 14:45 |
| | | Time: | 15:08 | | | | | | | | | | | | | | | GEO MEAN 16 |

| CODE | PARAMETER | UNITS | EFFLUENT DATE: 11/15/10 - 11/18/10 | EFFLUENT DATE: |
|-------|---------------------------------|---------|------------------------------------|------------------|
| 00011 | TEMPERATURE, WATER | C | GRAB SAMPLE | COMPOSITE SAMPLE |
| 00400 | pH | SU | 16.4, 18.3, 17.8 | |
| 50060 | CHLORINE, TOTAL RESIDUAL | mg/L | 6.46, 6.35, 6.18 | |
| 74055 | FECAL COLIFORM | #/100ml | 0.00 | |
| 00310 | BOD, 5-DAY | mg/L | 10 | |
| 00630 | SOLIDS, TOTAL SUSPENDED | mg/L | No Composite Sample Taken | |
| 00610 | NITROGEN, AMMONIA | mg/L | ** | |
| 00665 | PHOSPHORUS, TOTAL | mg/L | ** | |
| 01027 | CADMIUM, TOTAL | mg/L | ** | |
| 01042 | COPPER, TOTAL | mg/L | ** | |
| 01051 | LEAD, TOTAL | mg/L | ** | |
| 01067 | NICKEL, TOTAL | mg/L | ** | |
| 01092 | ZINC, TOTAL | mg/L | ** | |
| | DURATION TOTAL | hours | 70.43 | |
| | OVERFLOW TOTAL | MG | 126.100 | |
| | CHLORINE ADDED, TOTAL | lbs | 8,942 | |
| | Screenings/debris removed total | lbs | 5.8 | |

| | | | | | | |
|--|---|--|--|----|-----|------|
| NAME/TITLE | PRINCIPAL OFFICER | SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER | OR AUTHORIZED AGENT | MO | DAY | YEAR |
| David St. Pierre | Deputy Commissioner, Wastewater Treatment and Collections | <i>Christopher J. Stand</i> | Nadine Dower WRC Manager, Class I WW #012354 | | | |
| COMMENT AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here) | | | Chris Stand, Asst. WRC Manager Class I WW-014484 | | | |

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
COMBINED SEWER OVERFLOW MONITORING REPORT (CSOMR)

| | |
|-------------|--|
| MINOR MAJOR | |
|-------------|--|


| TOTAL DISCHARGE EVENTS | |
|------------------------|---|
| 1 | Record number of discharges lasting at least 50 minutes and decreasing by at least one second each discharge. |

NOTE: Read instructions before completing this form.

| FOOT CUBIC YARDS DAILY | | INCHES | | | | | | | | | | | | | | | |
|------------------------|--|--------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| RAINFALL DATA, DAILY | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 46529 | Record to the nearest 0.01 inch, under the appropriate date. | 0.00 | 0.00 | 0.36 | 0.14 | 0.04 | 0.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.02 | 1.36 | 0.04 |
| | Circle the date for each discharge. | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | |
| | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.12 | 0.00 | 0.01 | 0.10 | 0.00 | 0.00 | 0.27 | 1.43 | | |

FECAL COLIFORM COUNTS PER DISCHARGE EVENT

[illegible]

| CODE | PARAMETER | UNITS | Upstream | | Downstream | |
|---|---------------------------------|---------|---|------------------|-------------|------------------|
| | | | GRAB SAMPLE | COMPOSITE SAMPLE | GRAB SAMPLE | COMPOSITE SAMPLE |
| 000011 | TEMPERATURE, WATER | C | | | | |
| 00400 | pH | SU | | | | |
| 50080 | CHLORINE, TOTAL RESIDUAL | mg/L | | | | |
| | FECAL COLIFORM | #/100ml | 2,000 | | 99 | |
| 00310 | BOD, 5-DAY | mg/L | | 2 | | 4 |
| 00530 | SOLIDS, TOTAL SUSPENDED | mg/L | | 6 | | 19 |
| 00610 | NITROGEN, AMMONIA | mg/L | | 0.26 | | 0.38 |
| 00665 | PHOSPHORUS, TOTAL | mg/L | | 0.133 | | 0.19 |
| 01027 | CADMIUM, TOTAL | mg/L | | 0.007 | | 0.036 |
| 01042 | COPPER, TOTAL | mg/L | | 1.9 | | 6.56 |
| 01051 | LEAD, TOTAL | mg/L | | 0.534 | | 3.17 |
| 01067 | NICKEL, TOTAL | mg/L | | 0.581 | | 2.07 |
| 01082 | ZINC, TOTAL | mg/L | | 7.54 | | 22.8 |
| | DURATION TOTAL | hours | | | | |
| | OVERFLOW TOTAL | MG | | | | |
| | CHLORINE ADDED, TOTAL | lbs | | | | |
| | Screenings/debris removed total | tons | | | | |
| NAME/TITLE PRINCIPAL OFFICER | | | CERTIFY UNDER PENALTY OF LAW THAT I HAVE PERSONALLY EXAMINED AND AM FAMILIAR WITH THE INFORMATION SUBMITTED HEREIN, AND BASED ON MY INQUIRY OF THOSE INDIVIDUALS IMMEDIATELY RESPONSIBLE FOR OBTAINING THE INFORMATION, I BELIEVE THE SUBMITTED INFORMATION IS TRUE, ACCURATE AND COMPLETE. I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF FINE AND IMPRISONMENT. SEE 18 U.S.C. 1001 AND 33 U.S.C. 1318. (Provision under these statutes may include fines up to \$10,000 and/or maximum imprisonment of between 6 months and 5 years.) | | | |
| David St. Pierre | | | SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER  | | | |
| Deputy Commissioner, Wastewater Treatment and Collections | | | TELEPHONE (404) 351-6120 (AREA CODE) NUMBER DATE 12/15/2010 | | | |
| TYPED OR PRINTED | | | OR AUTHORIZED AGENT | | | |

COMMENT AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

Nadine Dower WRC Manager, Class I WW #012354

Chair Stand A-51 WPC Monogram

Class: / WW / - 0144-84